

AM03

Notice of administrator's proposals




Companies House

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1	Company details	
Company number	0 5 8 7 8 2 4 9	→ Filling in this form Please complete in typescript or in bold black capitals.
Company name in full	Oakam Ltd	
2	Administrator's name	
Full forename(s)	Andrew	
Surname	Tate	
3	Administrator's address	
Building name/number	Montague Place	
Street	Quayside	
Post town	Chatham Maritime	
County/Region	Kent	
Postcode	M E 4 4 Q U	
Country		
4	Administrator's name ①	
Full forename(s)	James	① Other administrator Use this section to tell us about another administrator.
Surname	Hopkirk	
5	Administrator's address ②	
Building name/number	Montague Place	② Other administrator Use this section to tell us about another administrator.
Street	Quayside	
Post town	Chatham Maritime	
County/Region	Kent	
Postcode	M E 4 4 Q U	
Country		

AM03

Notice of Administrator’s Proposals

6	Statement of proposals		
	<div><input checked="" type="checkbox"/> I attach a copy of the statement of proposals</div>		
7	Sign and date		
Administrator’s Signature	<div>Signature<div><div>✕</div><div></div><div>✕</div></div></div>		
Signature date	<div><div><div><div>d</div><div>1</div></div><div><div>d</div><div>4</div></div></div><div><div>m</div><div>0</div></div><div><div>m</div><div>4</div></div><div><div>y</div><div>2</div></div><div><div>y</div><div>0</div></div><div><div>y</div><div>2</div></div><div><div>y</div><div>2</div></div></div>		

AM03

Notice of Administrator's Proposals



Presenter information

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name Rob Sage

Company name Kreston Reeves LLP

Address Montague Place
Quayside

Post town Chatham Maritime

County/Region Kent

Postcode M E 4 4 Q U

Country

DX

Telephone 01634 899800



Checklist

We may return forms completed incorrectly or with information missing.

Please make sure you have remembered the following:

- ☐ The company name and number match the information held on the public Register.
- ☐ You have attached the required documents.
- ☐ You have signed and dated the form.



Important information

All information on this form will appear on the public record.



Where to send

You may return this form to any Companies House address, however for expediency we advise you to return it to the address below:

The Registrar of Companies, Companies House,
Crown Way, Cardiff, Wales, CF14 3UZ.
DX 33050 Cardiff.



Further information

For further information please see the guidance notes on the website at www.gov.uk/companieshouse or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.gov.uk/companieshouse

Oakam Ltd (In Administration)

Joint Administrators' Proposals

Dated: 14 April 2022

**Joint Administrators' Proposals relating to
Oakam Ltd ("the Company") – In Administration**

Issued on: 14 April 2022

Delivered to creditors on: 20 April 2022

James Hopkirk and I are the Joint Administrators of the Company, and these are our statutory proposals relating to the Company.

1. STATUTORY INFORMATION

Company Information

Company name:	Oakam Ltd
Previous name:	N/A
Trading name:	Oakam and Loal
Company number:	05878249
Date of incorporation:	17 July 2006
Trading address:	Formerly Sunley House, 3 rd Floor, Bedford Park, Croydon CR0 2AP
Current registered office:	Montague Place, Quayside, Chatham Maritime, Chatham, Kent, ME4 4QU
Former registered office:	86-90 Paul Street, London, EC2A 4NE
Principal trading activity:	Consumer Credit Granting Company

Appointment Details

Administrators	Andrew Tate and James Hopkirk
Administrators' address	Kreston Reeves LLP Montague Place, Quayside, Chatham Maritime, Kent, ME4 4QU
Date of appointment	24 February 2022
Court name and reference	High Court of Justice Number 000454 of 2022
Appointment made by:	The directors
Actions of Administrators:	Any act required or authorised under any enactment to be done by an administrator may be done by either or both of the Administrators acting jointly or alone.

Officers of the Company:

<i>Directors:</i>	<i>Name:</i>	<i>Shareholding</i>
	Frederic Nze	Nil

<i>Company secretary:</i>	<i>Name:</i>	<i>Shareholding</i>
	None	N/A

Share capital

Authorised Allotted, called up and fully paid

Oakam Finance Limited 100 ordinary shares £1 each	100 ordinary shares of £1 each
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Charges

Charge holder	Date Created	Particulars
Victory Park Management Llc	01/08/2019	Fixed and Floating Charge – covers all property or undertaking of the Company, contains negative pledge
Victory Park Management Llc	21/11/2017	Fixed and Floating Charge – covers all property or undertaking of the Company, contains negative pledge
W (no 3) GP (Nominee A) Limited and W (no 3) GP (Nominee B) Limited	26/03/2013	Rent deposit deed - £11,250
Tanco Properties Limited	18/02/2010	Rent deposit deed
Tote Bookmakers Limited	07/08/2008	Rent deposit deed - £15,000
Courtenay Investments Limited	30/05/2008	Rent deposit deed
Pricewaterhousecoopers LLP	11/03/2008	Rent deposit deed
Daljit Singh and Palo Singh	02/07/2007	Rent deposit deed
Glamour UK Limited	23/05/2007	Rent deposit deed

As detailed later in this report, the Company previously undertook a restructuring process whereby it exited its High Street premises. The various rent deposits were dealt with at that time, however, a number have not been registered as satisfied at Companies House.

2. CIRCUMSTANCES LEADING TO THE APPOINTMENT OF THE ADMINISTRATORS

Creditors should note that, unless otherwise stated, this section of my proposals has been prepared based on information provided to me by the director of the Company and not from my personal knowledge as Administrator.

Background

The Company operated as a digital micro-lender providing short term loans to customers. The Company was incorporated on 17 July 2006.

The Company had previously traded from a number of High Street locations, however, around 2018 the Company undertook a strategic change away from being a High Street lender and towards becoming a fin-tech company.

The Company had some difficulties in raising the additional equity needed for its new strategy and began to have difficulties in meeting its liabilities as they fell due. This led to the Company's charge holder appointing Administrators in early 2019, which in turn led to the implementation of a short Company Voluntary Arrangement which successfully served to compromise the Company's debts which had built up.

Victory Park Capital ("VPC"), which had funded the Company's lending, indicated to the management team that it did not wish to fund new lines of lending and the directors set about sourcing alternative finance.

The Company suffered a setback at the end of 2019 when the Financial Conduct Authority ("FCA") imposed a brief restriction on new loans being issued, whilst a new set of rules were absorbed by the Company.

The Company had had productive discussions with an existing investor about replacing VPC's finance however, the Covid pandemic began in the first quarter of 2020 which led to those discussions ending.

The Company briefly stopped lending at the start of the pandemic but recommenced short-term lending in May 2020 and long-term lending in August 2020. In late 2020 the directors became focussed again on raising funds. Ashcombe Corporate Finance was engaged to assist in this process, and initial expressions of interest led to serious discussions throughout 2021. The Company made a decision to stop issuing new loans in September 2021 in order to stabilise the business in anticipation of new investment. A period of due diligence at the end of 2021 gave the management team optimism that a funding package would be finalised however, after some delays, the interested party withdrew their interest at a late stage of discussions.

Advice was then sought from the advisory team at RSM (who had previously assisted the Company) to provide advice in relation to the options available to the Company, given that, at that stage, the company had become insolvent on a balance sheet and cash flow basis. The conclusion of the advice was that if a solvent refinancing could not be achieved in the limited timeframe available then the director should consider taking steps to place the Company into Administration in order to protect the business and to allow some components of the assets to be sold on a piecemeal basis.

Summary of Accounts

A summary of the Company's recent trading performance is shown below:

	Management Accounts July 2021 to February 2022 £'000	Draft Accounts July 2020 to June 2021 £'000	Audited Accounts July 2019 to June 2020 £'000
Turnover	3,489	5,567	7,208
Costs of Sales	(215)	(-)	(-)
Gross Profit	3,274	5,567	7,208
Gross Profit %	93.8	100	100
Overheads	(5,959)	(9,928)	(12,632)
Net Profit/Loss after Tax	(2,686)	(4,361)	(5,424)

For comparison and to highlight the impact that the Company's recent challenges have had on trading, for the year to 31 December 2017, the Company's turnover was £22.3 Million and in the 18 months to 30 June 2019, the turnover was £30.6 Million.

It should be noted that the management accounts have not been verified for accuracy and therefore may not reflect the Company's true trading position.

Preparation for Administration

Prior to the commencement of the Administration Kreston Reeves LLP acted as advisors to the Board as a whole acting on behalf of the Company. No advice was given to the director individually regarding the impact of the insolvency of the Company on him. Whilst not formally in office at that time, Kreston Reeves LLP was still required to act in its dealings with the Company in accordance with the Insolvency Code of Ethics.

The management team had compiled a great deal of information prior to our engagement which had assisted Ashcombe's marketing campaign and RSM's advisory work. This information was shared with us which provided an opportunity to quickly assess the viability of trading the business for a short period of time whilst it was in Administration.

Discussions were held with the secured creditors VPC and the FCA to ensure that both parties had no objection to our proposed appointment.

Work was also undertaken with senior management to assess the Company's requirements in relation to staff given that it was unlikely that the Company would continue as a going concern. For instance, as the Company had not issued new loans for several months, the teams dealing marketing, onboarding and developing new technology were not deemed to be critical to achieve the purpose of the Administration.

Also, in the period prior to the commencement of Administration, we engaged solicitors Gateley LLP who had previously worked on matters relating to the Company with RSM. We have worked with Gateley on various previous assignments, and we were aware that they had experience in dealing with insolvent situations in the same sector. Therefore, we believed that

they would be best placed to provide advice to us on this situation. Their initial advice covered obtaining the FCA's consent to our appointment, assisting with communications to various stakeholders, providing some assistance in terms of employment issues and assisting with the formal notices in relation to the appointment of Administrators.

As required by the Insolvency Code of Ethics, James Hopkirk and I considered the various threats to our objectivity arising from this prior involvement preparing for the Administration. We concluded that there were no threats which would compromise our ability to act objectively and hence could be appointed Administrators of the Company.

On 24 February 2022, James Hopkirk and I were appointed by the Director as Joint Administrators of the Company and took over from the Board responsibility for the management of the affairs, business and property of the Company. The appointment permitted the Joint Administrators to take any actions required either jointly or alone, although owing to the complexity of the matter, James Hopkirk and I have both been involved in dealing with the Company's affairs.

3. OBJECTIVES OF THE ADMINISTRATION AND THE ADMINISTRATORS' STRATEGY FOR ACHIEVING THEM

As Administrators of the Company, James Hopkirk and I are officers of the Court, and must perform our duties in the interests of the creditors as a whole in order to achieve the purpose of the Administration, which is to achieve one of the three objectives set out in the insolvency legislation, namely to:

- (a) rescue the Company as a going concern; or
- (b) achieve a better result for the Company's creditors as a whole than would be likely if the Company were wound up (without first being in Administration); or
- (c) realise property in order to make a distribution to one or more secured or preferential creditors.

Purpose (a) was not deemed to be achievable owing to the extensive efforts which the business and its advisors had previously made to achieve a solvent solution which had not been successful, and also owing to the level of debt which the Company now has, and finally owing to the disruption in trade caused by the extended period during which no new loans had been issued.

As a result, we are seeking to achieve objective (b) for the Company and will do this by continuing to trade the business whilst a purchaser is sought for the Company's various assets. This will assist in achieving the overall strategy for a number of reasons:

- Disruption in relation to collections have been minimised;
- Collections have continued in compliance with the FCA's requirements and complaints have continued to be handled fairly;
- It has been possible to devise a marketing strategy for the assets which allows for a reasonable period of time to broadcast the opportunity and allow time for due diligence which it is hoped will maximise recoveries; and
- Sufficient staff with the necessary technical skill have been retained in order to allow potential purchasers to carry out detailed due diligence.

The insolvency legislation has set a 12-month maximum duration for Administrations, unless the duration is extended by the Court or the creditors. If we are unable to complete the Administration of the Company within 12 months, then we will either apply to the Court or seek a decision from the creditors to extend the duration of the Administration.

4. ACTIONS OF THE ADMINISTRATORS FOLLOWING APPOINTMENT

Since I was appointed Administrator, I have overseen the ongoing trading of the business, liaised with the Company's bankers to recover credit balances and ensure that facilities remain in place to allow collections to continue, and liaised with other payment processing providers to ensure that services remain live. I have continued staff consultation activities in anticipation of redundancies.

I have considered potential strategies for the disposal of the assets and instructed Hilco Global ("Hilco") to assist in that regard. I had to undertake this work either as part of my routine administrative functions, or in order to protect and realise the assets of the Company.

In addition, I have undertaken routine statutory and compliance work, such as filing notice of our appointment at Companies House and prepared a notice for insertion in the London Gazette. These are tasks that are required by statute or regulatory guidance or are necessary for the orderly conduct of the proceedings, and whilst they do not produce any direct benefit for creditors, they still have to be carried out.

Trading

The Company's staff were split broadly into the following categories – Audit & Compliance, Data Science, Engineering, Finance, Management, Marketing, Operations, People, Product and Risk.

Upon my appointment, the Company employed 37 employees and two contractors. Two employees had already planned to leave at the end of February. Prior to the Administration, staff representatives were appointed as part of a Consultation process, and immediately upon my appointment I completed an exercise to review the staff resource which would be required in order to best fulfil the purpose of the Administration. Conversations were held with the Chief Operating Officer, staff representatives and individual employees who had expressed an interest in leaving the Company.

Sixteen redundancies were made at the end of February which served to reduce the level of operations staff who dealt with collections, and also reduced numbers in other departments including marketing, finance, data science and engineering since no new business was being sought.

As well as the essential functions of collections and compliance, individuals were retained in the following departments:

- Management – the director and COO were retained to assist in coordinating the available resource (who were all working remotely), they also acted as a focal point for information requests, and they assisted in formulating a strategy regarding the disposal of assets;
- Data Science and Product – a low number of employees were retained to assist potential purchasers with due diligence in relation to the technology assets and to assist in transferring the assets in an eventual sale;

- Finance – staff were retained to assist in communicating with essential suppliers, provide support in terms of payroll and other liabilities and to bring the management accounts up to date.

As well as the employees, two subcontractors were retained, one who worked part time and assisted with management accounts and other finance functions, and the other managed the IT infrastructure of the business which was deemed to be an essential function as the business processes are highly automated and IT based.

The Company had historically paid 5 employees of an associated company, Akrod Limited, although these employees were not engaged during the Administration. This was accounted for through an inter-company account

The key focus of continued trading was to ensure that the Company could continue to collect the outstanding loans, customers continued to be dealt with fairly and that complaints were dealt with in a timely and transparent way. This served the dual purpose of maximising recoveries and also adhering to the FCA regulations. Collections to date have exceeded £300,000.

A limited number of payments are shown on the attached Receipts and Payments account but this does not include all of the costs which have been incurred but have yet to be invoiced. The table below summarises the trading position in March 2022 – where certain liabilities are yet to be agreed, I have included an estimate for costs:

	£
Collections	216,303.00
Employee costs	(72,565.95)
Suppliers – paid through Soldo card	(3,823.25)
Suppliers – paid direct	(39,534.59)
Subcontractors	(17,767.50)
Customer Refunds	(4,937.64)
	77,674.07

A number of key suppliers had arrears which had built up and various discussions were held to explain that any liabilities up to the date of Administration would constitute unsecured claims whereas ongoing charges authorised by the Administrators would be paid as an expense. These discussions have been productive and there have been no 'ransom payments' required in order to maintain service.

Role of the Insolvency Practitioner

I was introduced to the Board of the Company by Mark Holborow of RSM on 7 February 2022. I first met with Frederic Nze and George Psonis, representatives of the Company, via video conference on 7 February 2022 to discuss the financial affairs of the Company.

Ultimately the Company was placed into Administration, and I was appointed as Joint Administrator. As Administrator I am an officer of the Court and I have taken over the management of the Company from the Board. As indicated above, the purpose of this Administration is to achieve a better result for the Company's creditors as a whole than would be likely if the Company were wound up (without first being in Administration).

In order to help me achieve the objective I have a wide range of powers, as set out in the insolvency legislation, and I must perform my functions as quickly and efficiently as is reasonably practicable. I must also act in the interests of the creditors of the Company as a

whole other than where objective c) is being pursued I need only ensure that I do not unnecessarily harm the interests of the creditors of the Company as a whole.

Pre-appointment considerations

As explained above, prior to my engagement, the Company had sought advice regarding its options from RSM. I had an opportunity to review their advice and draw my own conclusions.

It was apparent that the Company had exhausted efforts to seek additional funding which would offer a solvent solution and, coming under increasing pressure from its creditors, it was clear that some kind of insolvency process was required.

Consideration was given to a pre-pack sale of the business whereby a purchaser might be identified through an accelerated sale process and then acquire the business and assets immediately upon the appointment of an Administrator. The Company, however, had been marketing the business for some period of time and it appeared that any interest related to the piecemeal acquisition of the assets rather than the business as a whole. After analysis of the likely continued costs of trading the business, it was considered that a trading Administration would provide the time and protection required to maximise the value of those assets, whilst collections continued in the meantime.

A Liquidation route was considered however it was anticipated this would cause the most disruption in terms of the customers. Retaining employees would be less straightforward and therefore it would be difficult to continue collections and adhere to the FCA regulations regarding complaints.

5. FINANCIAL POSITION OF THE COMPANY

I have asked the directors to prepare a summary of the Company's estimated financial position as of 24 February 2022, which is known as a Statement of Affairs, but they have not yet prepared it. The director has not provided any indication as to the delay in providing this formal statement, however, management accounts were brought up to date by the retained staff.

In the absence of a Statement of Affairs I have prepared an estimate of the financial position of the Company as of 24 February 2022 from the records of the Company. I attach a copy of the estimate at Appendix 1, together with a list of names and addresses of all known creditors and the amounts of their debts, including in respect of employees and consumer creditors in respect of mis-sold loans. Although this information in respect of employees and consumer creditors will be removed before the proposals are filed at Companies House, I am required to include it with these proposals by rule 3.35 of the Insolvency (England and Wales) Rules 2016. As a result, this is a valid use of the personal data of the individual creditors and is not a breach of the General Data Protection Regulations (GDPR).

5.1. Book debts

The most significant asset of the Company is the outstanding loan book, The Company stopped issuing new customer loans in September 2021.

At the date of our appointment, the value of the loan book in accordance with the Company's balance sheet (namely those loans which are less than 90 days overdue), totalled some £1.8m due from over 2000 customers. Since then, we have realised c.£300,000 of loan repayments.

It is difficult to forecast the timing and amount of future recoveries from these outstanding loan balances.

We are continuing to assess the best way forward to maximise recoveries for the benefit of creditors. This includes exploring whether the sale of either the performing and / or non-performing loan book would result in a better overall recovery for creditors. In this regard, we have instructed specialist agents, Hilco, who have undertaken a marketing and sales exercise. Expressions of interest should be made (including but not limited to part or whole of the Company's business or loan book) via Hilco. Their contact details are:

Kerr Moir
kmoir@hilcoglobal.eu

Meadow Lees
mlees@hilcoglobal.eu

5.2. Computer Hardware

The Company's management accounts to February 2022 include a figure of £24,139 in relation to Computer Hardware. The only saleable items relate to laptops which the employees use at home to carry out their work.

Historically, when employees left the firm, the Company provided the employee with an opportunity to acquire their laptop for an amount based broadly on its book value. In order to minimise costs of collection, we have sought to continue this arrangement and various laptops have been sold – this is explained further in the section below regarding the Receipts and Payments to date. I instructed a firm of agents SIA to assist in establishing that the values ascribed to the laptops by the Company were broadly in line with SIA's view of the values. It was anticipated that the laptops would have a combined value of £9,235.

Prior to selling any laptops, we have worked with the Company's IT resource to ensure that the laptops are wiped of any sensitive or personal information in order to comply with GDPR regulations.

5.3. Computer Software

The Company has invested considerable time and resource in developing the technological aspects of its business. Their loan origination, underwriting and servicing platform is fully digital and app-based with high levels of automation, whilst being compliant with regulatory standards. These assets are shown in the Company's management accounts for February 2022 with a net book value of £1,039,032.

Specialist valuation agents Hilco Global have been engaged to undertake a marketing exercise in relation to these assets. A valuation has not been undertaken as it would be highly speculative given the specialist nature of the assets. The strategy has focussed on broadcasting the opportunity as widely as possible and compiling detailed information about the technology with a view to generating a competitive bidding scenario which will lead to maximum recoveries.

A deadline has been fixed for later in April for potential purchasers to formalise offers. Various parties have expressed interest and we are working with our agents and the Company's management to assist with information requests and discussions. It is uncertain at this stage what the sale consideration may eventually be.

5.4. Office Equipment

The management accounts included a value of £364 relating to office equipment. The Company vacated its physical offices some time ago and there are no saleable items remaining under this heading.

5.5. Prepayments

The management accounts include prepayments amounting to £59,616. We will liaise with the Company's finance function to establish whether any of these payment are refundable, once the period of trading the business is concluded.

5.6. Cash at Bank

The management accounts include a cash balance of £381,247.

5.7. Cash in transit – Worldpay

The management accounts included cash of £53,840 in respect of collections held at the time by Worldpay. Some of this money was released to the Company in the early days of the Administration. Since then, Worldpay have stopped transferring funds and it is believed that currently hold around £14,000. We are in negotiations to agree the wording of a suitable indemnity to allow them sufficient comfort to release the funds.

5.8. Preferential creditors

The only known ordinary preferential creditors are former employees of the Company for unpaid holiday pay and pension contributions. Their claims are subject to a maximum limit set by the insolvency legislation and are expected to amount to £30,823.60 in relation to accrued holiday and £215.26 in relation to unpaid pension contributions.

HMRC are secondary preferential creditors for certain specified debts, such as VAT, PAYE, employee National Insurance Contributions, student loan deductions and Construction Industry Scheme deductions. Secondary preferential debts are payable after all ordinary preferential debts have been paid in full, and before non-preferential unsecured debts. These are expected to amount to £600,512 in the case of PAYE and other payroll taxes, and £210,284 in relation to VAT.

It is uncertain at this stage whether sufficient funds will be realised from the assets to allow the preferential claims to be discharge in full, although it is likely that there will some funds available to pay a dividend in respect of the preferential claims.

5.9. Prescribed part

There are provisions of the insolvency legislation that require an Administrator to set aside a percentage of a Company's assets for the benefit of the unsecured creditors in cases where the Company gave a "floating charge" over its assets to a lender on or after 15 September 2003. This is known as the "prescribed part of the net property." A Company's net property is that left after paying the preferential creditors, but before paying the lender who holds a floating charge. An Administrator has to set aside:

- 50% of the first £10,000 of the net property; and
- 20% of the remaining net property;

up to a maximum of £600,000.

The Company gave a fixed and floating charge to Victory Park Management, Llc on 29 November 2017 and the prescribed part provisions will apply. I have engaged Gateley LLP to assist me with the routine task of advising me on the validity of the secured creditors charge, and also to confirm which assets are covered by the fixed aspect of the charge. At the date of Administration, it is understood that VPC were owed the sum of £2,035,759.

Funds subject to the fixed charge will be paid across to the secured creditor, less the costs of realisation. Funds subject to the floating charge will first be applied to the costs of the Administration and then to the preferential creditors. Any surplus will constitute the Net Property noted above. Based on known assets available, the Net Property is currently estimated to be nil, however it is hoped that a successful sale of the book debts and technology assets will enable a distribution of the prescribed part of the net property to the unsecured creditors. I am unable to estimate the amount of that distribution at present.

5.10. Non-preferential creditors

The Company's non-preferential creditors are believed to amount to £1,167,546.31 and can be summarised as follows:

Category	Amount owed, £
Trade and Expense	297,982.53
Inter company – Akrod Limited	221,314.00
HMRC – WHT	444,087.00
Customer re-dress claims	209,597.32
Total	1,172,980.85

It appears unlikely at this stage that there will be any funds available to pay a dividend to unsecured creditors other than by way of the Prescribed Part rule noted above. The likely level of the prescribed part is presently uncertain as it will depend on the conclusion of my review of the secured creditor's security and also on the realisations which are achieved from the remaining assets.

6. ADMINISTRATORS' RECEIPTS AND PAYMENTS ACCOUNT

I attach a summary of the receipts and payments relating to the Company for the period from when it entered Administration, 24 February 2022, to the date of these proposals, at Appendix 2. A number of trading expenses incurred during the Administration have not yet been finalised and discharged and therefore I also enclose a statement indicating the estimated trading liabilities which have been incurred since the commencement of the Administration.

Computer Hardware

The sum of £1,365 has been realised in respect of laptops which have been sold to former employees of the Company. This strategy has saved the cost of recovering and disposing of the assets to third parties. Additional laptops have been returned to the Company and others remain with the employees who have been retained during the trading period of the Administration.

Book Debts

The sum of £138,185.82 is shown on the Receipts and Payments account which relates to collections from the loan book. The majority of the receipts are net of costs levied by the payment processor and these will be reconciled to ensure that the gross realisations are reflected on the statement.

Cash at Bank

The sum of £662,994.91 has been transferred to the Administration account representing credit balances held by the Company. As above, the credits held at the date of our appointment amounted to around £381,247 and the balance of funds transferred represent additional receipts from the loan book.

Solicitor Refund

The sum of £600 has been received in relation to an advance payment made by the Company to a firm of solicitors.

7. PROPOSED FUTURE ACTIONS OF THE ADMINISTRATORS TO ACHIEVE THE OBJECTIVE OF THE ADMINISTRATION

In order to achieve the objective of the Administration of the Company I propose to continue trading the business pending the conclusion of the sale process in relation to the loan book and the technology assets.

In the best case scenario, a successful sale will allow me to wind down the trading activities and then distribute the proceeds amongst the stakeholders in accordance with the prescribed order of priority.

In the event that a sale is not achieved, or is delayed, a contingency plan is being developed in order to maintain the essential functions of the business in the most cost effective manner.

Collection specialist agents Hilton Baird Collection Services have been engaged to assist in this regard and have recently provided their recommendations which we will look to implement if necessary. If a sale of the loan book is not achieved in the near future, the ongoing costs of collections will be scrutinised further to ensure that ongoing collections cover the associated costs for as long a period of time as possible. Owing to the short term nature of the Company's lending, it is not anticipated that that position will be maintained beyond a further six to eight weeks.

In addition to the above, I will need to take steps to reconcile receipts which have been achieved to date and account for the charges of the collection providers. I will submit a claim to the Redundancy Payments Office in respect of unpaid pension contributions and in respect of any further staff who are made redundant. As above, I will agree the claims of the preferential creditors in order to pay a distribution to them, and I will continue liaising with solicitors to establish the nature of the secured creditor's security.

8. ADMINISTRATORS' REMUNERATION AND EXPENSES

I attach at Appendix 3 a copy of my practice fee recovery policy. In this case I am seeking to fix the basis of my remuneration on a time cost basis as detailed below. Please note that I am

not seeking a formal decision from the general body of creditors regarding my remuneration as I have made a statement in these proposals that there is unlikely to be any dividend to the unsecured creditors other than by way of the prescribed part. If a creditors committee is not formed, then it will be necessary to seek approval from the secured creditor and the preferential creditors and I will write to them separately in this regard.

Basis of Remuneration – Time Costs

Some work cannot be identified with enough certainty for me to seek remuneration on a fixed or percentage basis. For these tasks, I propose to seek approval on a time cost basis. i.e. by reference to time properly spent by me and members of staff of the practice at our standard charge out rates. When I seek approval for my fees on a time cost basis, I have to provide fees estimate. That estimate acts as a cap on my time costs so that I cannot draw fees of more than the total estimated time costs without further approval from those who approved the fees. I attach a "Fees estimate summary" at Appendix 5 that sets out the work that I intend to undertake, the hourly rates I intend to charge for each part of the work, and the time that I think each part of the work will take. It includes a summary of that information in an average or "blended" rate for all of the work being carried out within the estimate.

As indicated in the fees estimate the following areas of work will be charged on a time cost basis: realisation of assets, investigations; trading; the liquidation of the Company and case specific matters. The following explains about the areas of work for which I am seeking approval on a time cost basis, whilst full information about the work that I will undertake on a time cost basis is contained in Appendix 4.

Description of Work to be Undertaken

Administration

This represents the work that is involved in the routine administrative functions of the case by the office holder and their staff, together with the control and supervision of the work done on the case by the office holder (and their managers). It does not give direct financial benefit to the creditors but has to be undertaken by the office holder to meet their requirements under the insolvency legislation and the Statements of Insolvency Practice, which set out required practice that office holders must follow.

Investigations

The insolvency legislation gives the office holder powers to take recovery action in respect of what are known as antecedent transactions, where assets have been disposed of prior to the commencement of the insolvency procedure and also in respect of matters such as misfeasance and wrongful trading. The office holder is required by the Statements of Insolvency Practice to undertake an initial investigation in all cases to determine whether there are potential recovery actions for the benefit of creditors and the time costs recorded represent the costs of undertaking such an initial investigation. If potential recoveries or matters for further investigation are identified then the office holder will need to incur additional time costs to investigate them in detail and to bring recovery actions where necessary, and further information will be provided to creditors and approval for an increase in fees will be made as necessary. Such recovery actions will be for the benefit of the creditors and the office holder will provide an estimate of that benefit if an increase in fees is necessary.

The office holder is also required by legislation to report to the Secretary of State on the conduct of the directors and the work to enable them to comply with this statutory obligation is of no direct benefit to the creditors, although it may identify potential recovery actions.

Realisation of Assets

This is the work that needs to be undertaken to protect and then realise the known assets in the case. If this work is undertaken, the office holder anticipates that the assets will realise the estimated to realise amounts provided to creditors. As detailed in this report, it is hoped that substantial recoveries may be made in relation to the loan book and technology assets.

Trading

The office holder has decided to trade the business of the Company in order to achieve a sale of the key assets, which it is anticipated will be for a greater amount than a disposal of assets on a breakup basis in order to maximise the recoveries on behalf of creditors. It is considered that preserving the current workforce has resulted in substantially more collections in the meantime prior to a sale than would have been achieved had the business ceased trading. The particular tasks scheduled in this category of work are required to be undertaken in order to enable the office holder to monitor and control the trading of the business and include statutory functions that are required to be undertaken when running any business.

An employee of Kreston Reeves LLP's payroll department has provided assistance in relation to processing the Company payroll, assisting in the completion of reference requests for former employees and issuing P45s to leavers.

Creditors

Employees - The office holder needs to deal with the ex-employees in order to ensure that their claims are processed appropriately by the Redundancy Payments Office (RPO). That work will include dealing with queries received from both the ex-employees and the RPO to facilitate the processing of the claims. The office holder is required to undertake this work as part of his statutory functions.

Claims of creditors - the office holder needs to maintain up to date records of the names and addresses of creditors, together with the amounts of their claims as part of the management of the case, and to ensure that notices and reports can be issued to the creditors. The office holder will also have to deal with correspondence and queries received from creditors regarding their claims and dividend prospects as they are received. The office holder is required to undertake this work as part of his statutory functions.

Redress Claims: As required under the Company's existing regulatory framework, it is important that the Company continues to have a robust redress methodology. The Joint Administrators are processing the complaints which have been received by the Company and continue to support the Company's process of outbound redress.

We anticipate that any redress claims will most likely derive from the historic application of affordability criteria but the Company has a very low level of such claims as its onboarding systems are robust.

As noted earlier in section 5.10, it is anticipated that the funds available to satisfy unsecured creditor claims (which would include the majority of redress claims) are likely to be very limited. Therefore, the Administrators will seek to devise an ongoing mechanism which seeks to balance the need for a system of redress which treats customers fairly and to keep the administrative costs proportionate.

Dividends - the office holder has to undertake certain statutory formalities in order to enable him to pay a dividend to creditors. This includes writing to all creditors who have not lodged proofs of debt and reviewing the claims and supporting documentation lodged by creditors in order to formally agree their claims, which may involve requesting additional information and documentation from the creditors.

More details of the tasks included in these categories are included in the fees estimate. I estimate that the total time costs that I will incur in undertaking these tasks in this case will be £150,232.50 at a “blended” rate of £260.59 per hour.

This estimate has been provided to creditors at a relatively early stage in the administration of the case and before the office holder has full knowledge of the case. Whilst all possible steps have been taken to make this estimate as accurate as possible, it is based on the office holder's current knowledge of the case and their knowledge and experience of acting as office holder in respect of cases of a similar size and apparent complexity. As a result, the estimate does not take into account any currently unknown complexities or difficulties that may arise during the administration of the case. If the time costs incurred on the case by the office holder exceed the estimate, or is likely to exceed the estimate, the office holder will provide an explanation as to why that is the case in the next progress report sent to creditors. Since the office holder cannot draw remuneration in excess of this estimate without first obtaining approval to do so, then where the office holder considers it appropriate in the context of the case, they will seek a resolution to increase the fee estimate so that they will then be able to draw additional remuneration over and above this estimate.

I anticipate needing to seek approval to exceed the estimate if this work leads to further areas of investigation, potential further asset recoveries and any associated action, such as arbitration or legal proceedings.

Current costs

	No. of Hours	Average Hourly Rate (£)	Total Time (£)
Total time recorded since appointment	234.50	307.32	72,067.50
Total	234.50	307.32	72,607.50

To date a total of 234.50 hours have been spent working on the above tasks in the Administration, and total time costs to date are £72,607.50 charged at an average charge out rate of £307.32. Details of the time units used, and current charge-out rates are provided in our practice fee recovery sheet, a copy of which is enclosed at Appendix 3. I attach, in respect of the areas of work where I am seeking to charge fees on a time cost basis, an analysis of time costs incurred to date by reference to grade of staff and work done at Appendix 6.

The work for which fee approval is being sought includes the work that will need to be undertaken should the Joint Administrators be appointed Liquidators either following conversion to Creditors' Voluntary Liquidation or upon the making of a winding up order.

Further information about creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk/>. Details about how an office holder's fees may be approved for each case type are available in a series of Guidance Notes issued with Statement of Insolvency Practice 9, and they can be accessed at <https://www.krestonreeves.com/creditor-information>. There are different versions of these Guidance Notes, and in this case please refer to the April 2017 version. Please note that we have also provided further details in the practice fee recovery sheet.

I have used the following agents or professional advisors since my appointment as Administrator:

Professional Advisor	Nature of Work	Fee Arrangement
Hilco Global LLP	Valuer/Auctioneer	Fixed fee £5,000 plus 20% of recoveries
Gateleys	Solicitors	Time Costs
Hilton Baird Collection Services	Collection advisory	Day rate - £1,250 per day

The choice of professionals was based on my perception of their experience and ability to perform this type of work and the complexity and nature of the assignment. I also considered that the basis on which they will charge their fees represented value for money. I have reviewed the charges they have made and am satisfied that they are reasonable in the circumstances of this case.

Hilco Global LLP

Hilco Global have been engaged to conduct an accelerated marketing and sale process in relation to the loan book, intellectual property and technology assets. Hilco have compiled a list of around 700 potential interested parties based on their experience and input from the Company's management and issued an initial teaser document to them to describe the opportunity. Hilco have also compiled information to populate a data room to assist with due diligence. Various parties have expressed an interest and completed a non disclosure agreement and, in some cases, discussions are being held with management hopefully to assist the parties in formalising a bid.

A deadline has been set for later in April for interested parties to finalise their bids. It is anticipated that a preferred bidder will be identified and then the sale moved to contract very shortly thereafter.

The sum of £5,000 plus VAT and a disbursement of £350 plus VAT has been paid to Hilco to cover their initial work and they will be paid a further fee upon a successful sale calculated at 20% of the sale proceeds.

Gateleys

As detailed previously, solicitors Gateley LLP have been engaged on a time costs basis to assist on various matters in relation to the Administration including:

- Assistance in relation to employee Consultation and redundancy selection;
- Assistance with communications with key suppliers where continued supply is necessary;
- Assistance with analysis of complaints from customers;
- Advice in relation to communications with the FCA;
- Advice in relation to the nature of the secured creditor's security.

For the period since the commencement of the Administration, Gateley have incurred time costs of £15,112.50 and, to date, I have paid them the sum of £13,450 plus VAT for this work.

Hilton Baird Collection Services

Hilton Baird Collection Services have been engaged to carry out a review of the Company's collection processes and the associated costs with a dual purpose of establishing whether the loan book could be collected in a cost effective manner by a third party, and also as a contingency plan in the event that the Administrators were no longer able to trade the business – for example if key workers left.

Their charges are fixed on a day rate agreed at £1,250 per director day and estimated at a total of £3,750.

My expenses incurred to date by Kreston Reeves LLP amount to £1,362.92 and represent:

Type of expense	Amount accrued since appointment	Amount still to be paid
Statutory Bond	£1,250.00	£1,250.00
Statutory advertising	£112.92	£112.92
Total	£1,362.92	£1,362.92

These expenses have not yet been reimbursed.

In addition, creditors will note that various trading expenses have been met by the funds held in the Administration. A number of expenses have been incurred and not yet finalised or paid. An estimate of these is detailed on the attached statement of income and expenditure.

I also attach a statement summarising the additional expenses which are likely to be incurred in the Administration.

9. PRE-ADMINISTRATION COSTS

The Director of the Company instructed me to assist in placing the Company into Administration on 15 February 2022. They agreed that I should be paid my pre-administration costs on a time cost basis estimated at £30,000 plus VAT and disbursements.

Creditors will note that my firm's time costs in the period up to my appointment amounted to £31,670.50. The Company made an interim payment of £20,000 plus VAT towards these costs and therefore £11,670.50 remains outstanding.

The approval of these fees and expenses is a separate matter to the approval of these proposals and, as with my remuneration, if there is no creditors committee appointed, approval of these costs will be sought from the secured creditor and preferential creditors.

These time costs were incurred in undertaking the following tasks prior to our appointment and they were undertaken at that stage either to establish a strategy to ensure that the Administration was in the best interests of creditors, or because the tasks were a statutory requirement to be met prior to our appointment:

- Requesting information from management and assessing this to establish the viability of trading the business;

- Discussions were held with the secured creditors VPC, and with the FCA to ensure that both parties had no objection to our proposed appointment;
- Prepared communications setting out guidance for stakeholders concerning the Administration, discussed this with the FCA and published this on our website;
- We worked with the senior management to assess the Company's requirements in relation to staff resource given that it was unlikely that the Company would continue as a going concern;
- We sought advice in relation to our obligations towards the staff and established a plan to undertake Consultations;
- Undertaking our own due diligence work in relation to Money Laundering Regulations and our ethical code prior to accepting the appointment.

In addition to my own time costs, the following expenses were incurred:

Solicitors, Gateley Legal were engaged to assist with the legal aspects of the Administration. They had previously been engaged by RSM who had advised the directors initially regarding an Administration. Their costs for providing work up to the date of Administration were £27,595.20 plus VAT of which £8,306.50 plus VAT was incurred under their engagement with RSM although nevertheless served to further the purpose of the Administration. Gateley Legal carried out the following work:

- Provision of advice regarding the FCA requirements and their stance in relation to complaints and re-dress;
- Assistance with communications with the FCA to obtain their consent to the Joint Administrators' appointment;
- Liaising with the secured creditor to obtain their consent to the Administrators' appointment;
- Advising on the constitutional issues for the group to ensure that the Joint Administrators' appointment was valid;
- Dealing with filing the relevant notices to commence the Administration.

The following statement summarises the pre-appointment costs, as above, for which I will be seeking approval in due course.

Description	Paid Pre-Appointment £	To be Paid £
Administrators' Remuneration	20,000	11,670.50
Legal fees	-	27,595.20
Total	20,000	39,265.70

10. ADMINISTRATORS' INVESTIGATIONS

I have a duty to consider the conduct of those who have been directors of the Company at any time in the three years preceding the Administration. I am also required to investigate the affairs of the Company in general in order to consider whether any civil proceedings should be taken on its behalf. I should be pleased to receive from you any information you have that you consider will assist me in this duty. I would stress that this request for information forms part of my normal investigation procedure.

11. EC REGULATION ON INSOLVENCY PROCEEDINGS

I consider that the EC regulation on insolvency proceedings apply to the Administration of the Company. I also consider that they are “main” proceedings since the Company’s registered office and its trading address is in the United Kingdom.

12. ADMINISTRATORS’ PROPOSALS

In order to achieve the objective, set out at section 3 above, James Hopkirk and I formally propose to creditors that:

We continue to manage the business, affairs and property of the Company in order to achieve the purpose of the Administration. In particular that we:

- (i) continue to work with our appointed agents to seek a buyer for the loan book and technology assets;
 - (ii) continue to trade the business pending a sale of the loan book;
 - (iii) monitor ongoing costs to ensure that continued trading is the most cost effective method of collecting the outstanding loans;
 - (iv) review secured and preferential claims and pay distributions where required;
 - (v) liaise with employees who are made redundant to ensure that computer equipment is recovered and disposed of;
 - (vi) handle claims of employees and make claims on their behalf to the Redundancy Payments Office;
 - (vii) investigate and, if appropriate, pursue any claims that the Company may have against any person, firm or Company whether in contract or otherwise, including any officer or former officer of the Company or any person, firm or Company which supplies or has supplied goods or services to the Company; and
 - (viii) do all such things and generally exercise all their powers as Administrators as we consider desirable or expedient at our discretion in order to achieve the purpose of the Administration or protect and preserve the assets of the Company or maximise the realisations of those assets, or of any purpose incidental to these proposals
- (a) the Administration of the Company will end by filing notice of dissolution with the Registrar of companies. The Company will then automatically be dissolved by the registrar of companies three months after the notice is registered.

13. APPROVAL OF PROPOSALS

The financial position of the Company means that it has insufficient assets to enable a dividend to be paid to non-preferential unsecured creditors (other than by way of the prescribed part). As a result, I am prohibited by the insolvency legislation from seeking a decision from the creditors to consider these proposals.

However, a creditor, or creditors, whose debts amount to at least 10% of the total debts of the Company can require me to hold a decision procedure to enable creditors to consider whether or not to approve these proposals and/or to consider such other decision as they see fit. Such a request must be received by me within 8 business days from the date these proposals are delivered to the creditors. If creditors do not require me hold a decision procedure within that time period, then these proposals will be deemed to have been approved.

Creditors should note that I need not initiate the decision procedure unless the creditor, or creditors, requisitioning the decision procedure provides me with such amount that I request from them to meet the expenses of the requisitioned decision procedure.

14. FURTHER INFORMATION

To comply with the Provision of Services Regulations, some general information about Kreston Reeves LLP, including about our complaints policy and Professional Indemnity Insurance, can be found at <https://www.krestonreeves.com/creditor-information>

If creditors have any queries regarding these proposals or the conduct of the Administration in general, or if they want hard copies of any of the documents made available on-line, they should contact James Hopkirk on the above telephone number, or by email at James.Hopkirk@krestonreeves.com.



Andrew Tate
Joint Administrator

The Joint Administrators are agents of the Company and act without personal liability.

Andrew Tate is licensed in the United Kingdom to act as an insolvency practitioner by The Institute of Chartered Accountants in England and Wales
James Hopkirk is licensed in the United Kingdom to act as an insolvency practitioner by The Institute of Chartered Accountants in England and Wales

Appendix 4: Details of work to be undertaken in the Administration

A. Work for which the Administrator is seeking to be remunerated on a time basis:

Administration:

Case planning - devising an appropriate strategy for dealing with the case and giving instructions to the staff to undertake the work on the case.

Setting up electronic case files.

Setting up the case on the practice's electronic case management system and entering data.

Issuing the statutory notifications to creditors and other required on appointment as office holder, including gazetting the office holder's appointment (as applicable).

Obtaining a specific penalty bond (this is insurance required by statute that every insolvency office holder has to obtain for the protection of each estate).

Preparing, reviewing and issuing proposals to the creditors and members.

Filing the proposals at Companies House.

Seeking approval of the proposals by way of a decision by correspondence.

Reporting on the outcome of the approval of the proposals to the creditors, Companies House and the Court.

Supervising the work of advisors instructed on the case to assist in dealing with pension schemes; obtaining reports and updates from them on the work done; and checking the adequacy of the work done.

Dealing with all routine correspondence and emails relating to the case.

Opening, maintaining, and managing the office holder's estate bank account.

Creating, maintaining, and managing the office holder's cashbook.

Undertaking regular reconciliations of the bank account containing estate funds.

Reviewing the adequacy of the specific penalty bond on a quarterly basis.

Undertaking periodic reviews of the progress of the case.

Overseeing and controlling the work done on the case-by-case administrators.

Preparing, reviewing and issuing 6-month progress reports to creditors and members.

Filing progress reports at Companies House.

Preparing and filing VAT returns.

Preparing and filing Corporation Tax returns.

Seeking closure clearance from HMRC and other relevant parties.

Preparing, reviewing and issuing final reports to creditors and members.

Filing final reports at Companies House.

Realisation of assets:

Corresponding with debtors and attempting to collect outstanding book debts.

Supervising the work of advisors instructed on the case to assist in dealing with the collection of the loan book; obtaining reports and updates from them on the work done; and checking the adequacy of the work done.

Instructing agents to value known assets.

Liaising with agents to realise known assets.

Instructing solicitors to assist in the realisation of assets.

Creditors:

Obtaining information from the case records about employee claims.

Completing documentation for submission to the Redundancy Payments Office.

Corresponding with employees regarding their claims.

Liaising with the Redundancy Payments Office regarding employee claims.

Supervising the work of advisors instructed on the case to assist in dealing with employee claims; obtaining reports and updates from them on the work done; and checking the adequacy of the work done.

Dealing with creditor correspondence, emails and telephone conversations regarding their claims.

Maintaining up to date creditor information on the case management system.

Issuing a notice of intended dividend and placing an appropriate gazette notice.

Reviewing proofs of debt received from creditors, adjudicating on them and formally admitting them for the payment of a dividend.

Requesting additional information from creditors in support of their proofs of debt in order to adjudicate on their claims.

Calculating and paying a dividend to creditors, and issuing the notice of declaration of dividend.

Paying tax deducted from the dividends paid to employees.

Investigations:

Recovering the books and records for the case.

Listing the books and records recovered.

Conducting an initial investigation with a view to identifying potential asset recoveries by seeking and obtaining information from relevant third parties, such as the bank, accountants, solicitors, etc.

Reviewing books and records to identify any transactions or actions the office holder may take against a third party in order to recover funds for the benefit of creditors

Trading:

Obtaining appropriate information about the business and preparing a business plan and cash flow forecasts.

Arranging suitable insurance for the business

Setting up suitable systems and controls in respect of purchases and sales for the business

Liaising with staff and trade unions

Setting up a new RTI registration for the business with HMRC and submitting relevant information in respect of wages and salaries paid

Monitoring and controlling the day-to-day trading of the business

Monitoring compliance with Health and Safety obligations in respect of the business

Joint Administrators' Statement of Expenses

In addition to the trading expenses detailed separately, the following expenses are anticipated to be incurred during the Administration:

Nature of Expense	Incurred to date, £	Total anticipated, £
Specific Penalty Bond	1,250.00	1,250.00
Statutory Advertising	112.92	112.92
Legal advice – Gateley Legal	15,112.50	30,000.00
Insurance	-	500.00
Agents fees – marketing preparation - Hilco	5,350.00	5,350.00
Agents Fees – contingent element	-	Uncertain
Corporation Tax	-	1,000.00
IT consultancy regarding company records	-	1,500.00
Total	21,825.42	39,712.92

Oakam Ltd
(In Administration)
Joint Administrators' Trading Account
To 14/04/2022

S of A £	£	£
OTHER DIRECT COSTS		
Direct Expenses	1,306.88	
Customer Refund	6,556.55	
		(7,863.43)
TRADING EXPENDITURE		
Funds with Soldo	6,900.00	
Sundry Expenses	2,346.27	
PAYE/NI	15,611.13	
Wages	52,289.06	
Sub Contractor Payments	17,767.50	
		(94,913.96)
TRADING SURPLUS/(DEFICIT)		(102,777.39)

Oakam Ltd
(In Administration)
Joint Administrators' Summary of Receipts & Payments
To 14/04/2022

S of A £		£	£
	ASSET REALISATIONS		
Uncertain	Computer Software	NIL	
NIL	Office Equipment	NIL	
9,235.00	Computer Hardware	1,365.00	
Uncertain	Book Debts	138,185.82	
NIL	Prepayments	NIL	
381,247.00	Cash at Bank	662,994.91	
53,840.00	Cash in transit - Worldpay	NIL	
	Solicitor Refund	600.00	
	Bank Interest Gross	0.29	
	Trading Surplus/(Deficit)	(102,777.39)	
			700,368.63
	COST OF REALISATIONS		
	Agents/Valuers Fees (1)	5,350.00	
	Legal Fees (1)	13,450.00	
			(18,800.00)
	PREFERENTIAL CREDITORS		
(30,824.00)	Employee Arrears/Hol Pay	NIL	
(215.00)	Pension - Employee Contributions	NIL	
			NIL
	SECONDARY PREFERENTIAL CREDITORS		
(600,512.00)	HMRC - PAYE	NIL	
(210,284.00)	HMRC - VAT	NIL	
			NIL
	FLOATING CHARGE CREDITORS		
(2,035,759.00)	VPC	NIL	
			NIL
	UNSECURED CREDITORS		
(297,982.53)	Trade & Expense Creditors	NIL	
(221,314.00)	Akrod Ltd	NIL	
(444,087.00)	HM Revenue & Customs (WHT)	NIL	
(81,195.79)	Consumer creditors R1	NIL	
(74,813.24)	Consumer Creditors R2	NIL	
(53,588.29)	Consumer Creditors R3	NIL	
			NIL
	DISTRIBUTIONS		
(100.00)	Ordinary Shareholders	NIL	
			NIL
(3,606,352.85)			681,568.63
	REPRESENTED BY		
	Vat Receivable		5,112.80
	Bank 1 Current		676,455.83
			681,568.63

Kreston Reeves LLP
Oakam Ltd
Company Registered Number: 05878249
B - Company Creditors

Key	Name	Address	£
CA0000	ADP Limited	Syward Place, Pycroft Road, Surrey, KT16 9JT	2,811.72
CA0001	Akrod Ltd	86-90 Paul Street, London, EC2A 4NE	221,314.00
CA0002	Amazon Business Marketplace	1 Principal Place, Worship Street, London, EC2A 2FA	246.55
CA000S	Amazon Web Services	1 Principal Place, Worship Street, London, EC2A 2FA	1,899.05
CB0000	BDO LLP	150 Aldersgate Street, London, EC1A 4AB	52,398.94
CC0000	Cito Talent Ltd	24 Burford Court, Rances Lane, Wokingham, Berkshire, RG40 2LJ	1,800.00
CE0000	Equifax Ltd	Accounts Receivable , 1st Floor, 6 Wellington Place, Leeds, West Yorkshire, LS1 4AP	6,429.64
CF0000	Financial Ombudsman Service Ltd	Exchange Tower, London, E14 9SR	15,000.00
CG0000	G3 Conn3ct	5th Floor, 90 Fenchurch Street, London, EC3M 4BY	10,997.16
CH01	HM Revenue & Customs	ICHU, RM BP 3202, Benton Park View, Longbenton, Newcastle Upon Tyne, NE98 1ZZ	210,284.00
CH04	HM Revenue & Customs	ICHU, RM BP 3202, Benton Park View, Longbenton, Newcastle Upon Tyne, NE98 1ZZ	600,512.00
CH05	HM Revenue & Customs	ICHU. RM BP 3202, Benton Park View, Longbenton, Newcastle Upon Tyne, NE98 1ZZ	444,087.00
CH0006	Harrison Clark Rickerbys Solicitors	Ellenborough House, Wellington Street, Cheltenham, GL50 1YD	468.00
CIF001	Cifas	4th Floor, Central House, 14 Upper Woburn Place, London, WC1H 0NN	10,800.00
CK0000	Keningtons LLP	72-75 Marylebone High Street, London, W1U 5JW	1,509.48
CL0000	Lantern	Protection House, 83 Bradford Road, Leeds, LS28 6AT	18,325.90
CL0001	Lever, Inc.	Dept 0569, PO Box 120569, Dallas, TX 75312-0569, USA	2,985.00
CL0002	Lowell Portfolio I	Ellinton House, 9 Savannah House, Leeds, LS10 1AB	35.49
CM0000	Modulr Finance Ltd	Scale Space, 58 Wood Lane, London, W12 7RZ	8,308.25
CM0001	Marsh Commercial	The St Botolph Building, 138 Houndsditch, London, EC3A 7AW	3,007.56
CM0002	Meldon Property Management Limited	Brooke Court, Lower Meadow Road, Handforth, Wilmslow, SK9 3ND	3,851.82
CN0000	New Relic	PO Box 101812, Pasadena 91189-1812, USA	40,000.00
CP0000	Paysafe Financial Services Ltd	Floor 27, 25 Canada Square, London, E14 5LQ	5,837.94
CQ0000	QuantiQ Technology Ltd	Addressee Gone Away	633.60
CRE001	Credit Style Limited	5 Rutland Court, Sheffield, S3 9PP	10.08
CRE002	Credit Kudos Limited	4 Bath Place, London, EC2A 3DL	11,040.00
CRO001	Croydon Council	Finance Dept, Revenue Control Section, Municipal Offices, Fell Road, Croydon, CR9 1BQ	47,239.26
CRO002	Rapid Mailing	61 Imperial Way, Croydon, CR0 4RR	2,059.55
CS0000	Scanning and Data Solutions LTD	Beechfield Lodge, Clements End Road, Studham, Dunstable, LU6 2NG	1,189.64

Signature _____

Kreston Reeves LLP
Oakam Ltd
Company Registered Number: 05878249
B - Company Creditors

Key	Name	Address	£
CS001K	Segment	375 Beale Street, Suite 300, San Francisco, California, USA	192.00
CT0000	Trust Pilot	Pilestraede 58, Kobenhavn, Denmark	796.00
CT0001	Twilio, Inc.	375 Beale Street, Suite 300, San Francisco, California, USA	283.56
CU0000	Ultima Business Solutions	Gainsborough House, Manor Park, Reading, Berkshire, RG2 0NA	34,893.55
CU0001	Unified Software Limited	Evolve Business Centre, Cygnet Way, Rainton Bridge, South Business Park, Tyne & Wear, DH4 5QY	960.00
CV0000	Verifone Services LTD	100 Eureka Park, Ashford, Kent, TN25 4AZ	9,721.20
CV0001	VPC	150 North Riverside Plaza, Suite 5200, Chicago 60606, USA	2,035,759.00
CW0000	Worldpay	Claude Debussylaan 16, 1082 MD, Amsterdam, Netherlands	865.59
CW0001	Walker Morris LLP	33 Wellington Street, Leeds, LS1 4DL	1,386.00
38 Entries Totalling			3,809,938.53

Signature _____

Kreston Reeves LLP
Oakam Ltd
Company Registered Number: 05878249
C - Shareholders

Key	Name	Address	Type	Nominal Value	No. Of Shares	Called Up per share	Total Amt. Called Up
HO00	Oakam Finance Limited	3rd Floor, 172 Tottenham Court Road, London, W1T 7NS	Ordinary	1.00	100	0.00	0.00
1 Ordinary Entries Totalling					100		

Signature _____

Oakam Limited

Statement of anticipated trading expenditure 24 February 2022 to 14 April 2022

	24/02/2022 to 28/02/2022	01/03/2022 to 31/03/2022	01/04/2022 to 14/04/2022	Total
Employees				
Salary and taxes	(775.54)	(67,124.65)	(17,879.00)	
Pension Contributions		(4,665.76)	(536.00)	
	<u>(775.54)</u>	<u>(71,790.41)</u>	<u>(18,415.00)</u>	(90,980.95)
Suppliers - Soldo				
1Password		(10.66)	(4.81)	
Amazon Web Services EMEA Sarl UK Branch		(1,474.63)	(665.96)	
Bamboo HR		(246.43)	(111.29)	
CircleCI		(11.66)	(5.27)	
Codeberry Limited t/a Getaddress		(24.00)	(10.84)	
Peaberry Software Inc. TA Customer.io		(931.81)	(420.82)	
GitHub Inc		(27.54)	(12.44)	
Segment		(145.81)	(65.85)	
Twilio SendGrid		(90.98)	(41.09)	
Splunk Inc (VictorOps)		(39.86)	(18.00)	
Digify		(310.82)	(140.37)	
Open VPN		(96.25)	(43.47)	
Pento		(412.80)	(186.43)	
	<u>0.00</u>	<u>(3,823.25)</u>	<u>(1,726.63)</u>	(5,549.88)
Suppliers - Direct				
G3 Conn3ct	(1,773.74)	(10,997.16)	(4,966.46)	
Paysafe Financial Services Ltd	(840.45)	(5,210.80)	(2,353.26)	
QuantIQ Technology Limited	(51.10)	(316.80)	(143.07)	
Rapid Mailing	(241.94)	(1,500.00)	(500.00)	
Verifone Services Ltd	(783.97)	(4,860.60)	(2,195.11)	
Ultima	(2,167.75)	(13,440.08)	(6,069.71)	
Medicash Health	(13.27)	(82.27)	(37.15)	
New Relic	(503.23)	(3,120.00)	(1,409.03)	
Vitality Corporate Services	(210.79)	(1,306.88)	(590.20)	
Worldpay	(32.26)	(200.00)	(90.32)	
	<u>(6,618.48)</u>	<u>(41,034.59)</u>	<u>(18,354.33)</u>	(66,007.40)
Subcontractors	0.00	(17,767.50)	(5,500.00)	(23,267.50)
Customer Refunds	<u>0.00</u>	<u>(4,937.64)</u>	<u>(1,619.91)</u>	(6,557.55)
	<u>(7,394.02)</u>	<u>(139,353.39)</u>	<u>(45,615.87)</u>	<u>(192,363.28)</u>

Note: Whilst no new loans have been issued during the trading period and therefore no trading receipts are shown on the above statement, the adopted strategy has allowed collections of the existing loan book to continue with minimal disruption and collections during the trading period have exceeded £300,000 to date.

40043767 OAKAM LTD**Matter: Post Appointment Work****Analysis of Joint Administrators' time costs for the period 24/02/2022 to 14/04/2022**

Classification of Work Function	Hours					Total	Time	Av hourly
	Partner	Manager	Senior	Assistant Administrator	Support	Hours	Cost	Rate
							£	£
Administration and Planning								
Liason with Company Officers	4.40	3.30	0.30			8.00	3,317.50	414.69
Appointment notification	3.00	1.50	7.90		0.30	12.70	3,604.00	283.78
Cashiering			21.80		2.30	24.10	4,166.50	172.88
Case Planning		13.20	1.70			14.90	4,743.00	318.32
Maintenance of records		0.50	1.00		1.00	2.50	467.50	187.00
Administrative set up			3.50		0.30	3.80	752.00	197.89
Pension Matters		0.10	1.40		0.20	1.70	346.00	203.53
Statutory Reporting	1.00	4.20			2.50	7.70	2,241.50	291.10
Investigations								
Books and Records		0.40			0.10	0.50	155.50	311.00
Realisation of Assets								
Identify Secure Insure Assets		16.70	1.00			17.70	6,217.00	351.24
Legal Matters	2.80	2.50				5.30	2,216.00	418.11
Property Bus and Asset Sales	1.60	17.70				19.30	4,773.50	247.33
Debt Collection	5.00					5.00	2,350.00	470.00
Trading								
On going employee issues		17.10			1.70	18.80	6,351.50	337.85
Management of Operations		12.30	1.40			13.70	4,715.00	344.16
Accounting for Trading		9.30				9.30	3,348.00	360.00
Creditors								
Communications with Creditor	2.50	8.50	10.40		2.10	23.50	6,499.00	276.55
Creditors Claims		2.50	3.90		1.40	7.80	1,818.50	233.14
Case Specific Matters								
Case specific 1	5.70					5.70	2,679.00	470.00
	19.70	3.80	7.60		1.40	32.50	11,306.50	347.89
Total Hours	45.70	113.60	61.90		13.30	234.50		307.32
Total Fees Claimed (£)	21,479.00	37,876.00	11,198.50		1,514.00		72,067.50	

FEES ESTIMATE SUMMARY			
Case name: Oakam Limited			
<p>The office holder is seeking to be remunerated on a time cost basis. We use charge out rates appropriate to the skills and experience of a member of staff and the work that they perform, recording time spent in 6 minute units. Narrative is recorded to explain the work undertaken and the time spent is analysed into different categories of work. This document provides an estimate as to how much time the office holder and his staff will spend undertaking specific tasks within broad categories of work, and the time costs of undertaking such work, which will depend upon the grade, or grades, of staff undertaking the work and the number of hours spent undertaking the work by each grade of staff. The estimated time that will be spent undertaking the work in each category of work has been multiplied by the applicable charge out rate for each member of staff that it is anticipated will undertake work in that category to arrive at the estimated total time costs attributable to that category of work on the case. We have then divided that estimated total by the estimated number of hours to arrive at what is known as a blended hourly charge out rate for that category of work. The sum of all the estimates for the different categories of work is the total estimated time costs to undertake all the necessary work on the case. Again, we have then divided that estimated total by the estimated number of hours to arrive at a blended hourly charge out rate for the case as a whole.</p>			
The hourly charge out rates that will be used on this case are:		£	
Partner – Appointment Taker	445.00		
Senior Manager	350.00		
Manager	280.00		
Supervisor/Senior Administrator	195.00		
Case Administrator	165.00		
Cashier	165.00		
Support staff	110.00		
ADMINISTRATION			
Description of the tasks to be undertaken in this category of work	Estimated time to be taken to undertake the work	Estimated value of the time costs to undertake the work £	Blended charge out rate to undertake the work £
Case planning - devising an appropriate strategy for dealing with the case and giving instructions to the staff to undertake the work on the case.	30.50	9,047.50	
Setting up physical/electronic case files (as applicable).	22.50	5,335.00	
Setting up the case on the practice's electronic case management system and entering data.	15.50	3,225.00	
Issuing the statutory notifications to creditors and other required on appointment as office holder, including gazetting the office holder's appointment (as applicable).	10.50	2,212.50	
Obtaining a specific penalty bond.	4.50	817.50	
Seeking decisions from creditors and members (as applicable).	24.50	6,222.50	
Dealing with all routine correspondence and emails relating to the case.	24.50	6,222.50	
Opening, maintaining and managing the office holder's estate bank account (delete if not applicable).	2.00	330.00	
Creating, maintaining and managing the office holder's cashbook.	2.00	330.00	
Undertaking regular bank reconciliations of the bank account containing estate funds.	2.00	330.00	
Reviewing the adequacy of the specific penalty bond on a quarterly basis.	8.00	1,920.00	
Undertaking periodic reviews of the progress of the case.	-	-	
Overseeing and controlling the work done on the case by case administrators.	22.00	6,885.00	
Preparing, reviewing and issuing annual progress reports to creditors and members (as applicable).	13.00	3,495.00	
Filing returns at Companies House and/or Court (as applicable).	2.00	330.00	
Preparing and filing VAT returns (delete if not applicable).	2.00	330.00	
Preparing and filing Corporation Tax returns (delete if not applicable).	2.00	330.00	
Seeking closure clearance from HMRC and other relevant parties.	2.50	412.50	
Preparing, reviewing and issuing final reports to creditors and members (as applicable).	20.50	5,602.50	
Filing final returns at Companies House and/or Court (as applicable).	7.50	1,987.50	
Total:	218.00	£55,365.00	£253.97

INVESTIGATIONS			
Description of the tasks to be undertaken in this category of work	Estimated time to be taken to undertake the work	Estimated value of the time costs to undertake the work £	Blended charge out rate to undertake the work £
Recovering the books and records for the case.	13.50	3,532.50	
Listing the books and records recovered.	14.50	3,577.50	
Preparing a report or return on the conduct of the directors as required by the Company Directors Disqualification Act (delete if not applicable).	-	-	
Conducting an initial investigation with a view to identifying potential asset recoveries by seeking and obtaining information from relevant third parties, such as the bank, accountants, solicitors, etc.	15.00	3,645.00	
Reviewing books and records to identify any transactions or actions the office holder may take against a third party in order to recover funds for the benefit of creditors	-	-	
Total:	43.00	£10,755.00	£250.12
REALISATION OF ASSETS			
Description of the tasks to be undertaken in this category of work	Estimated time to be taken to undertake the work	Estimated value of the time costs to undertake the work £	Blended charge out rate to undertake the work £
Arranging suitable insurance over assets.	6.00	1,960.00	
Regularly monitoring the suitability and appropriateness of the insurance cover in place.	14.00	3,970.00	
Corresponding with debtors and attempting to collect outstanding book debts.	18.50	5,372.50	
Liaising with the bank regarding the closure of the account.	-	-	
Instructing agents to value known assets.	7.00	2,310.00	
Liaising with agents to realise known assets.	5.00	1,680.00	
Instructing solicitors to assist in the realisation of assets.	23.50	6,807.50	
Registering a caution in respect of freehold property owned by the debtor/company (where applicable).	-	-	
Obtaining details from mortgagees about debts secured over the debtor's/company's freehold/leasehold property (where applicable).	-	-	
Determining the joint owner's/spouse's interest in the freehold/leasehold matrimonial home (delete if not applicable).	-	-	
Instructing solicitors to assist in the realisation of the freehold/leasehold property (where applicable).	-	-	
Liaising with the secured creditors over the realisation of the assets subject to a mortgagee or other charge.	15.50	3,877.50	
Total:	89.50	£25,977.50	£290.25
TRADING			
Description of the tasks to be undertaken in this category of work	Estimated time to be taken to undertake the work	Estimated value of the time costs to undertake the work £	Blended charge out rate to undertake the work £
Obtaining appropriate information about the business and preparing a business plan and cash flow forecasts.	18.50	4,837.50	
Arranging suitable insurance for the business	-	-	
Setting up suitable systems and controls in respect of purchases and sales for the business	18.50	4,837.50	
Liaising with staff and trade unions	22.00	5,672.50	
Setting up a new RTI registration for the business with HMRC and submitting relevant information in respect of wages and salaries paid	-	-	
Monitoring and controlling the day to day trading of the business	20.50	5,425.00	
Monitoring compliance with Health and Safety obligations in respect of the business	-	-	

	Total:	79.50	£20,772.50	261.2893082
	CREDITORS			
	Description of the tasks to be undertaken in this category of work	Estimated time to be taken to undertake the work	Estimated value of the time costs to undertake the work £	Blended charge out rate to undertake the work £
	Obtaining information from the case records about employee claims.	27.50	7,475.00	
	Completing documentation for submission to the Redundancy Payments Office.	20.00	5,327.50	
	Corresponding with employees regarding their claims.	17.50	4,522.50	
	Liaising with the Redundancy Payments Office regarding employee claims.	12.00	2,532.50	
	Dealing with creditor correspondence, emails and telephone conversations regarding their claims.	21.00	5,315.00	
	Maintaining up to date creditor information on the case management system.	16.50	3,980.00	
	Issuing a notice of intended dividend and placing an appropriate gazette notice.	-	-	
	Reviewing proofs of debt received from creditors, adjudicating on them and formally admitting them for the payment of a dividend.	16.50	3,980.00	
	Requesting additional information from creditors in support of their proofs of debt in order to adjudicate on their claims.	6.00	1,577.50	
	Calculating and paying a dividend to creditors, and issuing the notice of declaration of dividend.	-	-	
	Paying tax deducted from the dividends paid to employees.	9.50	2,652.50	
		-	-	
	Total:	146.50	£37,362.50	£255.03
	CASE SPECIFIC MATTERS			
	Description of the tasks to be undertaken in this category of work	Estimated time to be taken to undertake the work	Estimated value of the time costs to undertake the work £	Blended charge out rate to undertake the work £
	Total:	0.00	£0.00	£0.00
	GRAND TOTAL FOR ALL CATEGORIES OF WORK	576.50	£150,232.50	£260.59

PRACTICE FEE RECOVERY POLICY FOR KRESTON REEVES LLP RESTRUCTURING AND RECOVERY

INTRODUCTION

The insolvency legislation was changed in October 2015, with one or two exceptions, for insolvency appointments made from that time. This sheet explains how we intend to apply the alternative fee bases allowed by the legislation when acting as office holder in insolvency appointments. The legislation allows different fee bases to be used for different tasks within the same appointment. The fee basis, or combination of bases, set for a particular appointment is/are subject to approval, generally by a committee if one is appointed by the creditors, failing which the creditors in general meeting, or the Court.

Further information about creditors' rights can be obtained by visiting the creditors' information micro-site published by the Association of Business Recovery Professionals (R3) at <http://www.creditorinsolvencyguide.co.uk/>. Details about how an office holder's fees may be approved for each case type are available in a series of guides issued with Statement of Insolvency Practice 9 (SIP 9) and can be accessed at <http://www.krestonreeves.com/creditor-information>. Alternatively a hard copy may be requested from my office. Please note that we have provided further details in this policy document.

Once the basis of the office holder's remuneration has been approved, a periodic report will be provided to any committee and also to each creditor. The report will provide a breakdown of the remuneration drawn. If approval has been obtained for remuneration on a time costs basis, i.e. by reference to time properly spent by members of staff of the practice at our standard charge out rates, the time incurred will also be disclosed, whether drawn or not, together with the average, or "blended" rates of such costs. Under the legislation, any such report must disclose how creditors can seek further information and challenge the basis on which the fees are calculated and the level of fees drawn in the period of the report. Once the time to challenge the office holder's remuneration for the period reported on has elapsed, then that remuneration cannot subsequently be challenged.

Under some old legislation, which still applies for insolvency appointments commenced before 6 April 2010, there is no equivalent mechanism for fees to be challenged.

TIME COSTS BASIS

When charging fees on a time costs basis we use charge out rates appropriate to the skills and experience of a member of staff and the work that they perform. This is combined with the amount of time that they work on each case, recorded in 6 minute units with supporting narrative to explain the work undertaken.

Charge out rates listed by staff classification effective from 01 June 2019

Staff Grade	Rate (per hour)
Partner	£445
Manager/Senior Manager	£280 - £350
Senior	£195
Assistant Administrator	£110 – £165
Support	£110

These charge-out rates charged are reviewed in June each year and are adjusted to take account of inflation and the firm's overheads.

Time spent on casework is recorded directly to the relevant case using a computerised time recording system and the nature of the work undertaken is recorded at that time. The work is generally recorded under the following categories:

- Administration and Planning
- Investigations
- Realisation of Assets
- Creditors
- Trading
- Case specific matters

In cases where we were appointed prior to 1 October 2015, most of our fees were recovered on a time costs basis and appropriate authority was obtained from the creditors or the committee as set down in the legislation. The legislation changed on 1 October 2015 and on new appointments we will seek time costs for the following categories:

- Administration and Planning
- Investigations
- Realisation of Assets
- Creditors
- Trading
- Case specific matters

When we seek time costs approval we have to set out a fees estimate. That estimate acts as a cap on our time costs so that we cannot draw fees of more than the estimated time costs without further approval from those who approved our fees. When seeking approval for our fees, we will disclose the work that we intend to undertake, the hourly rates we intend to charge for each part of the work, and the time that we think each part of the work will take. We will summarise that information in an average or “blended” rate for all of the work being carried out within the estimate. We will also say whether we anticipate needing to seek approval to exceed the estimate and, if so, the reasons that we think that may be necessary.

The disclosure that we make should include sufficient information about the insolvency appointment to enable you to understand how the proposed fee reflects the complexity (or otherwise) of the case, any responsibility of an exceptional kind falling on the office holder, the effectiveness with which the office holder has carried out their functions, and the value and nature of the property with which the office holder has to deal.

If we subsequently need to seek authority to draw fees in excess of the estimate, we will say why we have exceeded, or are likely to exceed the estimate; any additional work undertaken, or proposed to be undertaken; the hourly rates proposed for each part of the work; and the time that the additional work is expected to take. As with the original estimate, we will say whether we anticipate needing further approval and, if so, why we think it may be necessary to seek further approval.

PERCENTAGE BASIS

The legislation allows fees to be charged on a percentage of the value of the property with which the office holder has to deal (realisations and/or distributions). Different percentages can be used for different assets or types of assets. In cases where we were appointed prior to 1 October 2015, most of our fees were recovered on a time costs basis and appropriate authority was obtained from the creditors or the committee as set down in the legislation.

The legislation changed on 1 October 2015 and we now seek remuneration on a percentage basis more often. A report accompanying any fee request will set out the potential assets in the case, the remuneration percentage proposed for any realisations and the work covered by that remuneration, as well as the expenses that will be, or are likely to be, incurred. Expenses can be incurred without approval, but must be disclosed to help put the remuneration request into context.

The percentage approved in respect of realisations will be charged against the assets realised, and where approval is obtained on a mixture of bases, any fixed fee and time costs will then be charged against the funds remaining in the liquidation after the realisation percentage has been deducted.

The disclosure that we make should include sufficient information about the insolvency appointment to enable you to understand how the proposed fee reflects the complexity (or otherwise) of the case, any responsibility of an exceptional kind falling on the office holder, the effectiveness with which the office holder has carried out their functions, and the value and nature of the property with which the office holder has to deal.

If the basis of remuneration has been approved on a percentage basis then an increase in the amount of the percentage applied can only be approved by the committee or creditors (depending upon who approved the basis of remuneration) in cases where there has been a material and substantial change in the circumstances that were taken into account when fixing the original level of the percentage applied. If there has not been a material and substantial change in the circumstances then an increase can only be approved by the Court.

FIXED FEE

The legislation allows fees to be charged at a set amount. Different set amounts can be used for different tasks. In cases where we were appointed prior to 1 October 2015, most of our fees were recovered on a time costs basis and appropriate authority was obtained from the creditors or the committee as set down in the legislation.

The legislation changed on 1 October 2015 and we now seek remuneration on a fixed fee basis more often. A report accompanying any fee request will set out the set fee that we proposed to charge and the work covered by that remuneration, as well as the expenses that will be, or are likely to be, incurred. Expenses can be incurred without approval, but must be disclosed to help put the remuneration request into context.

The disclosure that we make should include sufficient information about the insolvency appointment to enable you to understand how the proposed fee reflects the complexity (or otherwise) of the case, any responsibility of an exceptional kind falling on the office holder, the effectiveness with which the office holder has carried out their functions, and the value and nature of the property with which the office holder has to deal.

If the basis of remuneration has been approved on a fixed fee basis then an increase in the amount of the fixed fee can only be approved by the committee or creditors (depending upon who approved the basis of remuneration) in cases where there has been a material and substantial change in the circumstances that were taken into account when fixing the original level of the fixed fee. If there has not been a material and substantial change in the circumstances then an increase can only be approved by the Court.

MEMBERS' VOLUNTARY LIQUIDATIONS AND VOLUNTARY ARRANGEMENTS

The legislation changes that took effect from 1 October 2015 did not apply to members' voluntary liquidations (MVL), Company Voluntary Arrangements (CVA) or Individual Voluntary Arrangements (IVA). In MVLs, the company's members set the fee basis, often as a fixed fee. In CVAs and IVAs, the fee basis is set out in the proposals and creditors approve the fee basis when they approve the arrangement.

ALL BASES

With the exception of Individual Voluntary Arrangements and Company Voluntary Arrangements which are VAT exempt, the officeholder's remuneration invoiced to the insolvent estate will be subject to VAT at the prevailing rate.

AGENT'S COSTS

Charged at cost based upon the charge made by the Agent instructed, the term Agent includes:

- Solicitors/Legal Advisors
- Auctioneers/Valuers
- Accountants
- Quantity Surveyors
- Estate Agents
- Other Specialist Advisors

In new appointments made after 1 October 2015, the office holder will provide details of expenses to be incurred, or likely to be incurred, when seeking fee approval. When reporting to the committee and creditors during the course of the insolvency appointment the actual expenses incurred will be compared with the original estimate provided.

DISBURSEMENTS

In accordance with SIP 9 the basis of disbursement allocation in respect of disbursements incurred by the Office Holder in connection with the administration of the estate must be fully disclosed to creditors. Disbursements are categorised as either Category 1 or Category 2.

Category 1 expenses are directly referable to an invoice from a third party, which is either in the name of the estate or Kreston Reeves LLP; in the case of the latter, the invoice makes reference to, and therefore can be directly attributed to, the estate. These disbursements are recoverable in full from the estate without the prior approval of creditors either by a direct payment from the estate or, where the firm has made payment on behalf of the estate, by a recharge of the amount invoiced by the third party. Examples of category 1 disbursements are statutory advertising, external meeting room hire, external storage, specific bond insurance and Company search fees.

Category 2 expenses are incurred by the firm and recharged to the estate; they are not attributed to the estate by a third party invoice and/or they may include a profit element. These disbursements are recoverable in full from the estate, subject to the basis of the disbursement charge being approved by creditors in advance. Examples of category 2 disbursements are photocopying, internal room hire, internal storage and mileage.

Kreston Reeves LLP will not be seeking to recover Category 2 disbursements in this case.

Rule 14.4 The Insolvency (England and Wales) Rules 2016
Proof of Debt – General Form

IN THE	HIGH COURT OF JUSTICE
Number:	000454 2022
Name of Company in Administration:	Oakam Ltd
Company Registration Number:	05878249
Date of Administration:	24 February 2022
1 Name of creditor (If a company, please also provide the company registration number).	
2 Correspondence address of creditor (including any email address)	
3 Total amount of claim (£) (include any Value Added Tax)	
4 If amount in 3 above includes (£) outstanding uncapitalised interest, state amount.	
5 Details of how and when the debt was incurred. (If you need more space, attach a continuation sheet to this form)	
6 Details of any security held, the value of the security and the date it was given.	
7 Details of any reservation of title claimed in respect of goods supplied to which the debt relates.	
8 Details of any document by reference to which the debt can be substantiated	

9 Signature of creditor
(or person authorised to act on the creditor's
behalf)

10 Address of person signing if different from 2
above

11 Name in BLOCK LETTERS:

12 Position with, or relation to, creditor

13 Date of signature

Admitted to vote for

Amount (£)

Date

Admitted for dividend for

Amount (£)

Date

Andrew Tate
JOINT ADMINISTRATOR

James Hopkirk
JOINT ADMINISTRATOR

Notes:

1. There is no need to attach them now but the office holder may ask you to produce any document or other evidence which is considered necessary to substantiate the whole or any part of the claim, as may the chairman or convenor of any qualifying decision procedure.

2. This form can be authenticated for submission by email by entering your name in block capitals and sending the form as an attachment from an email address which clearly identifies you or has been previously notified to the office holder. If completing on behalf of a company, please state your relationship to the company.